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APPLICATION NUMBER	FILING/RECEIPT DATE	FIRST NAMED APPLICANT	ATTORNEY DOCKET NUMBER
09/920,443	07/31/2001	Davin J. Fifield	5628

20686
DORSEY & WHITNEY, LLP
SUITE 4700
370 SEVENTEENTH STREET
DENVER, CO 80202-5647



CONFIRMATION NO. 4657

FORMALITIES LETTER



OC000000006547576

Date Mailed: 09/13/2001

NOTICE TO FILE MISSING PARTS OF NONPROVISIONAL APPLICATION

FILED UNDER 37 CFR 1.53(b)

Filing Date Granted

An application number and filing date have been accorded to this application. The item(s) indicated below, however, are missing. Applicant is given **TWO MONTHS** from the date of this Notice within which to file all required items and pay any fees required below to avoid abandonment. Extensions of time may be obtained by filing a petition accompanied by the extension fee under the provisions of 37 CFR 1.136(a).

- The statutory basic filing fee is missing.
Applicant must submit \$ 355 to complete the basic filing fee and/or file a small entity statement claiming such status (37 CFR 1.27).
- The oath or declaration is unsigned.
- To avoid abandonment, a late filing fee or oath or declaration surcharge as set forth in 37 CFR 1.16(e) of \$65 for a small entity in compliance with 37 CFR 1.27, must be submitted with the missing items identified in this letter.
- **The balance due by applicant is \$ 420.**

The application is informal since it does not comply with the regulations for the reason(s) indicated below.

The required item(s) identified below must be timely submitted to avoid abandonment:

- Substitute drawings in compliance with 37 CFR 1.84 because:
 - drawing sheets do not have the appropriate margin(s) (see 37 CFR 1.84(g)). Each sheet must include a top margin of at least 2.5 cm. (1 inch), a left side margin of at least 2.5 cm. (1 inch), a right side margin of at least 1.5 cm. (5/8 inch), and a bottom margin of at least 1.0 cm. (3/8 inch);

01/23/2002 NMOHAMM1 06000103 09920443

01 FC:201
02 FC:205

370.00 OP
65.00 OP

A copy of this notice MUST be returned with the reply.

Mail Ledger	5628.02
Docketed	9/20/01 JC
Due Date	

RECEIVED

SEP 20 2001

DORSEY & WHITNEY, LLP

Thomas A. Redlin

Customer Service Center

Initial Patent Examination Division (703) 308-1202

PART 1 - ATTORNEY/APPLICANT COPY

2014-10-16 14:03:00



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PATENT
Attorney Docket No. 5628.02
Express Mail Label No. EV 016 646 145 US

IN THE UNITED STATES PATENT AND TRADEMARK OFFICE

In re the Application of:

Davin J. FIFIELD and Kevin S. KOCH

Serial No. 09/920,443

Filed: July 31, 2001

For: TRANSCRIPT MANAGEMENT SOFTWARE
AND METHODS THEREFOR

Examiner:

GAU: 2622

TRANSMITTAL OF MISSING PARTS

Box MISSING PARTS
Director – U.S. Patent and Trademark Office
Washington, D.C. 20231

Sir:

In response to Notice to File Missing Parts of Provisional Application dated
September 13, 2001, enclosed are the following:

1. Declaration for Patent Application (executed);
2. Thirty-two (32) Sheets Substitute Drawings;
3. Copy of Notice to File Missing Parts;
4. Petition for Two Month Extension of Time;
5. Check in the amount of \$635.00 (\$370.00 basic filing fee (small entity),
\$200.00 fee for two month extension (small entity); and \$65.00 surcharge).

The Commissioner is hereby authorized to charge any deficiencies in the above-noted
fees to Deposit Account No. 04-1415.

January 14, 2002


James A. Pinto, Reg. No. 40,774

DORSEY & WHITNEY LLP
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